

CATPA BOARD MEETING

Date: February 20, 2014

Location: CATPA OFFICE

710 Kipling Street, Suite 106

Lakewood, CO 80215

Board Members Present:

Jerry Cole
Judi Burk
Ron Kammerzel
Chief Kevin Paletta
Tonia Rumer
Linda Tacinas
Carole Walker
Sheriff David Weaver
Eva Wilson¹

Board Members Absent:

Daniel Bowers
Chief Scott Hernandez

Staff Members Present:

Robert Force
Gina Salazar
Charla Phagan

Call to Order:

CATPA Chair called the meeting to order at 1:35 and welcomed Board Members to this month's meeting.

Agenda Amendments:

None made

Standing Business:

Approval of the January 16, 2014 CATPA Board Meeting Minutes:

- *A motion was made by Sheriff David Weaver to approve the January 16, 2014 minutes.*
- *The motion was seconded by Ron Kammerzel .*
- *The motion passed unanimously.*

Operating Budget Financial Report: Charla Phagan

- *A motion was made by Tonia Rumer to approve the February 20, 2014 Operating Budget Financial Report.*
- *The motion was seconded by Chief Kevin Palleta*
- *The motion passed unanimously.*

¹ Partial Attendance

Grantee Budget Financial Report: Gina Salazar

- Gina gave a summary of the available funds for grants.

EMATT Budget Modification:

A request to transfer \$3,000 of the \$10,000 allocated for undercover vests to purchase software for the EMATT analyst. With the remaining \$7,000 from the money allocated for vests along with \$620 saved in the purchase of radios, the purchase of two GPS trackers is also requested. In addition a request to transfer \$1,065.01 from the Equipment line (Cellbrite), \$1068.72 from the Equipment line (radios) and \$1,500 from the Equipment line (truck purchase) and place these monies in the Vehicle Fuel line.

- *A motion was made by Chief Kevin Palleta to approve the EMATT budget modification as requested.*
- *The motion was seconded by Ron Kammerzel.*
- *Sheriff David Weaver abstained from voting.*
- *The motion passed unanimously.*

It was asked who is paying for each agency's fuel costs. It is being "hosted" by Aurora PD with other agencies submitting for reimbursement. Staff will confirm the process and report back to the Board.

Grantee Updates: Gina Salazar/Robert Force

- Colorado Springs Police Department (CSPD) is required in their existing grant to input data into the CCIC Supplemental. In an attempt to meet this requirement, internal data processes left this task to the auto theft investigators for the data entry, as being compensated under CATPA overtime funds. CATPA staff was informed last week and advised CSPD to relieve the use of auto theft investigators performing data entry until a Board decision could be directed. CATPA staff believes the use of overtime funds for data entry by investigators met the Board's funding intent. CSPD advised they would be requesting funding for an IT interface solution in this next grant cycle. CATPA staff advised all law enforcement grantees were allowed amendment to the requirement with language on "working towards" inputting data into the CCIC system, however, the El Paso County grant was not requested nor otherwise modified.
 - *A motion was made by Chief Kevin Palleta to amend the El Paso County grant contract to make it consistent with the other grantees in regards to the grantee working towards supplemental data reporting.*
 - *The motion was seconded by Sheriff David Weaver.*
 - *The motion passed unanimously.*
- Two current year applicants will not be applying again: San Luis Valley and Commerce City.
- Commerce City is not spending the money they have been granted; they have been late with reporting.
- Staff will be meeting with CSPD and Commerce City next week.

New Business:

CATPA 2014 Application Board Review Process: Gina Salazar

- Members were given an overview of the COGMS Board Review process, Board Member COGMS Instructions Manual, and COGMS login instructions for reviewing the grant applications.
- Gina Salazar provided a summation of financial grant proposals with anticipated grant revenues available for awarding. Currently, there is a total of \$5.4 million of grant proposals and \$4.5 million in anticipated available awards. Tentatively, it appears there will be \$900,000 shortfall between the proposals and awards.

Regulatory Review May 15, 2014: Robert Force

- It was decided that the Board would conduct the Annual Regulatory Review during the May 15, 2014 Board meeting. In order to accommodate public guests, the location will change. Tonia Rumer is looking into reserving space at her facility.
 - *A motion was made by Tonia Rumer to hold the Regulatory Review during the May 15, 2014 Board meeting.*
 - *The motion was seconded by Judi Burk.*
 - *The motion passed unanimously.*

Training Request for CATPA Staff: Robert Force

- Information was provided by staff to move funds within the operating budget in order to send Gina Salazar and Charla Phagan to PowerPoint and Excel training. Funds would cover travel and registration expenses.
 - *A motion was made by Carole Walker to approve the request for staff training.*
 - *The motion was seconded by Ron Kammerzel.*
 - *The motion passed unanimously.*

Software Purchase Request for CATPA Staff: Robert Force

- Information was provided by staff to move funds within the operating budget in order to purchase software (Adobe Pro PDF Converter, Nitro Pro 9 and Microsoft Visio) which will increase staff productivity.
 - *A motion was made by Tonia Rumer to approve the request for computer software.*
 - *The motion was seconded by Sheriff David Weaver.*
 - *The motion passed unanimously.*

CATPA Briefings/Reports:

CATPA Board Reference Book: Robert Force

- Staff put together a reference book for each member to have available during Board meetings.

02/03/2014 Channel 7 Investigative Report: Robert Force

- Channel 7 was targeting Denver Police Department (DPD) in an investigative report on auto theft. Robert Force granted an interview that was portrayed to be in conflict with DPD. Robert reached out to partners at EMATT and DPD before and after the interview in order to maintain good relationships with these partner agencies.

Puffer Campaign & Media Releases: Carole Walker

- Media campaigning and efforts of CAAT, in concert with partnership with CATI worked well during this past Puffer Campaign. It was reported that the participation from CATPA sponsored task forces was at an all time high. Many agencies were very active with the campaign and reported data to CATI. This data was reported in the latest edition of the Lockdown Lowdown.

2014 Auto Theft Survey Results: Carole Walker

- The survey results were received and distributed to Board Members in the Reference Manual. Carole Walker gave a highlight of the survey and briefed the Board on the quality of the survey and its results. ATICC and CAAT will be performing follow-up on the survey results for analysis and messaging.
- An interesting note was that the survey has shown more people realize “puffing” is illegal, however it is perceived that “it will not happen to me” is prevalent among the public.

CATPA Financial Accountability Reporting System (FARS) Update: Robert Force

- Development of user stories has been completed and reviewed by staff at IT. It was suggested at least one other CSP unit may have use. This possibility may allow for an additional source of funds to pay for the project.

Chop Shop Activity Legislation: House Bill 14-1084: Robert Force

- The bill passed in the House; however the lobbyist for the recycling industry was reconsidering their position on the bill based on the language “knowingly”. The word “knowingly” was struck and the bill has moved to the House Appropriations Committee.

Unfinished Business:

Board Member Term Positions Follow Up: Robert Force

- CATPA staff performed research on the positions, cycles, and appointments of the CATPA Board. These documents were provided to the Board.
- Upon research and conference with the Governor’s Office, it was found there are two positions required for cycling: Insurance Representative #3 and the Statewide Association of District Attorney’s Representative.
- Additional research found when Senate Bill 60 was enacted and thus created 2 additional positions on the Board, increasing the Board to 11 members. These additional terms, and their initial cycle terms, created a cycle imbalance of Board members rotating. In summary, we have 2 positions cycling in 2014, 4 positions in 2016 and 3 positions in 2018, where the other 2 positions are designees (not required for cycling/rotation).

Insurance Company Representative #3 Recommendation: Robert Force

The Board discussed the qualifications of two insurance applicants: Christopher Tyus and Robert Pace.

- *A motion was made by Jerry Cole to recommend Robert Pace for the Insurance Company Representative #3 position.*
- *The motion was seconded by Sheriff David Weaver.*
- *Carole Walker abstained from voting.*
- *The motion passed unanimously.*

Eva Wilson advised the Statewide Association of District Attorney's will be meeting in May to provide recommendation for her replacement.

Next Meeting:

- March 13, 2014 @ 1:30 PM to 3:30 PM. Please note this meeting will take place the second week of March instead of the customary 3rd week.

Action Items:

- Staff will confirm the process for fuel payment by the EMATT agencies and report back to the Board.
- Report on the meetings with CSPD and Commerce City

Future Items:

ADJOURN:

Meeting Adjourned at 3:21 PM